

State of Delaware  
Homeland Security Advisory Council  
Unmanned Aerial Vehicle (UAV) Subcommittee

Minutes

10/08/15

1330-1530

Delaware State Fire School, Room 7  
Dover, DE 19901

**1. Welcome and Room Introductions**

- a. Dwayne Day led introductions around the room

**Present Voting Committee Members**

Dwayne Day	DelDOT
Ray Holcomb	Department of Safety and Homeland Security
Adam Ringle	Wilmington PD
Herbert Tanner	University of Delaware

**Members Present by Proxy**

Jimmy Kroon	Department of Agriculture (Proxy for Secretary Kee)
Kimberly Chandler	Department of Safety and Homeland Security
Jerry Brennan	Delaware State Fire School (Proxy for Robert Newnam)

**Present Non-Voting Committee Members**

Joe Hughes	League of Local Governments
Lisa Morris	Department of Justice
Josh Thomas	DelDOT

**Also Present**

Wiley Blevins	Delaware National Guard
Randall Chase	Associated Press
Erin Coombs	Jacobs, DelDOT Consultant

**Absent Voting Committee Members**

Eric Bowers	Dover AFB
Edwin Kee	Department of Agriculture
Robert Newnam	Delaware State Fire School
Jeff Streavel	
Darren Short	Delaware State Police Aviation
Dallas Wingate	Delaware National Guard

**Absent Non-Voting Committee Members**

Matthew Laick	Department of Safety and Homeland Security
Brian Malloy	Delaware National Guard
Chris Marsh	DelDOT
Don Pope	Delaware State Police

**2. Approval of Previous Meeting's Minutes**

- a. A. Ringle made a motion to accept the minutes. Motion was seconded by J. Brennan. Motion passed and minutes were approved.

### **3. Old Business**

- a. D. Day explained that the website development has been slow because of recent events in the state (Papal visit, storm, NASCAR). D. Day is meeting with the developer in the coming weeks and hopes to have the site go live in late November/early December. D. Day requested that the committee members each work on one section to be added to the site. A. Ringle has sent in pictures to be used.
- b. D. Day reported that the Attorney General's office is working to develop a UAV law enforcement information packet.
- c. R. Holcomb spoke with the Deputy Attorney General and the Chairmen of the Chiefs of Police about providing them with a UAV briefing in the future.
- d. There is a growing interest in UAVs in the state. During the 9/17 HSAC meeting and Delaware Aviation Advisory Council (DAAC) meeting UAVs were a topic of interest. At the DAAC meeting there was confusion between DAAC and the UAV subcommittee. J. Thomas will create a summary of the action items from the DAAC meeting for the next UAV subcommittee meeting.

### **4. New Business**

- a. D. Day asked the group about re-inviting the Economic Development Office to meetings. The group was unopposed and discussed creating an economic UAV group in the future.
- b. D. Day announced that MAAP is still hosting Monday conference calls and D. Day/R. Holcomb plan to re-engage with the group during the 10/30/15 Symposium at Cape May County Airport.

### **5. Conferences / Industry Events**

- a. 10/29-10/30/15—UAV Symposium at Cape May County Airport

### **6. Open Discussion**

- a. W. Blevins asked where COAs have been issued across the country and what are the intents/purpose of each COA.
- b. J. Thomas discussed the need for balance between safety and the economic advantages of UAVs in the state. He advised that the committee engage UAV advocacy groups early.
- c. A. Ringle stated that the committee needs to determine a clear message for the public and private agencies. He discussed the two-phases of applying for a COA.
- d. H. Tanner requested more information on university engagement.

### **7. Next Meeting—Thursday November 5, 2015**

- a. R. Holcomb made a motion to adjourn the meeting and A. Ringle seconded—motion carried. The meeting was adjourned at 2:29 pm.